



KEYSTONE ENTERTAINMENT

Wedding Questionnaire 2023

Bride: _____ Phone: _____

Groom: _____ Phone: _____

Email Address(es): _____

Date of event: _____ End time/tear-down time: _____

Wedding ceremony location/phone/contact: _____

Prelude time: _____ Ceremony time: _____ Approx. ending time: _____

Ceremony location/address: _____

Distance from ceremony site to reception site: _____

Drive time from ceremony site to pix: _____ Pix to reception: _____

Will you and/or the bridal party be stopping to take pictures, etc, prior to your arrival at reception site? Please give as much detail as needed so that we can prepare accordingly.

Will your guests be going directly from the ceremony to the reception? _____

Reception start time: _____ Expected Ending Time: _____

Reception Location: _____

Reception Venue Address: _____

Reception Venue contact name(s): _____

Reception Venue phone number(s): _____

Reception Wifi Info (important for fulfilling rare song requests and much more!):

Wifi Name _____ Wifi Password _____



Wedding Questionnaire, contd.

Will ceremony also be at reception venue? YES NO _____

If yes, will ceremony music also be provided by Keystone? YES NO _____

Receiving Line: After Ceremony (inside/outside) Cocktail hour Other None

Describe: _____

Approx # of adults: _____ **kids:** _____ **Will officiant/clergyman attend reception?** YES NO

Introductions: (as bridal party arrives at reception): Grandparents? YES NO

Parents? YES NO

Bridal party? YES NO

Bride/Groom? YES NO

Introduction Song(s): _____

Please provide additional details on back of sheet or a separate piece of paper, if you wish to have multiple songs during the introductions. (There is a small additional charge if you wish for us to create a custom mp3 of pre-edited song snippets, prior to event.)

**On the back of this or on a separate piece of paper, also please provide how you want the introductions announced, in the pairings and the order in which you want them called (usually in the same order as they (or the girls) will walk down the aisle, or the opposite order of how they are called up for the Bridal Party dance, if applicable.)*

Which style of announcements do you prefer, traditional or contemporary? Some examples are:

- "Bridesmaid Mary Jones, escorted by Groomsman Joe Smith", OR
- "Bridesmaid Mary Jones, accompanied by Groomsman Joe Smith", OR
- "Groomsman Joe Jones, escorting Bridesmaid Mary Smith", OR
- "Bridesmaid Mary Jones and Groomsman Joe Smith"
- "Mary Jones and Joe Smith" NOTE: this option *can* be practical for large bridal parties, but it might not be best if the bridal party members take particular pride in the honor of being in your court, and they would *enjoy* the special one-time opportunity to hear their names being called WITH the titles. (And you may enjoy it being more formal on the videos you may be paying for, and/or ones that guests make.)

How would you like to be announced as you enter the reception? (Use/omit the title "Mr. & Mrs."? Use both first names? Or just the man's first name, or *no* first names? Please write your names exactly as you would like to be announced.)

Any other special announcements at beginning of reception? Yes No

Do you wish to play any icebreaker or newlywed games? Yes No

Will there be a welcome? YES NO. If yes, by whom? _____

Will there be one or more toasts? YES NO. If yes, by whom? _____ BD/ DD/ AD

Additional toasts (attach a separate sheet if needed): _____ BD/ DD/AD

Blessing? Yes No By whom? _____

Please check all that apply:

Sit-down soup course____ Sit-down salad course____ Meal: Buffet____ or Sit-down____
(NOTE: If the meal is buffet-style, we simply need to know if any sit-down courses precede the buffet, so that we can avoid a faux pas when making announcements.)

If having a buffet, who will release guest tables? Venue____ Caterer____ DJ____ Wedding Coordinator____

Cake Cutting: Will the bride and groom participate in a cake cutting? YES NO

Cake Cutting Song:_____

Will the cake be cut before dinner, mid-late dinner (after the two of you have finished eating), or late-night? BD / MD / LN. (Describe if needed):_____

*Our recommendation: For huge weddings, the staff need time to cut/prepare the cake. 250 or more guests often require starting before dinner. But for under 250 guests, **let your guests enjoy the cake display throughout the dinner hour**, then cut it immediately thereafter. A good compromise is to cut it as soon as the bride & groom are done eating, but some of the guests are still eating (again, this is for prep time reasons. It will ultimately depend upon the size of the staff at your chosen venue, so check with them to see what they are comfortable with.) You can also display a modest cake out front, but have additional cake in the kitchen.*

Is the cake being (please circle one): 1) served for dessert, 2) offered at the dessert or cookie table, 3) wrapped for take-home 4) given out during “money dance”?

NOTE: This, and the previous question, are inter-related; if cake is being served for dessert, it will be need to be cut sooner than if it is being used in any of the other three manners.

Consider your preferences and # of guests...and, as always, discuss with your venue/caterer.

New Couple’s First Dance Song: _____ BD / AD

Do you wish to dance the whole dance by yourselves, or call up the bridal party (or even parents, siblings or children, etc.) during it? (Please circle your preference or describe in more detail if needed.)

Or, if you are planning to have a separate bridal party dance...

Bridal Party Dance Song: _____

Please check here if you wish to call the bridal party up all at once instead of in pairs (That option saves time...but is NOT as ideal for the photographer trying to capture a dedicated shot of each pair.)

Special Dances:

Bride and Father Song? _____ BD / AD

BD= “before dinner”; AD= “after dinner”

Groom and Mother Song? _____ BD / AD

Bride and Mother Song? _____ BD / AD

Other (children dances/friend dances, etc.):_____

_____ BD/ AD

NOTE: Special dances can be directly after the First Dance, if both items are occurring either before or after dinner. But if ONLY the first dance is before dinner, then the special dances can be directly after dinner, or following the cake cutting, if applicable.

Any desired first slow song: _____ DJ choice_____

Any desired first fast song: _____ DJ choice_____

Do you wish to do an Anniversary Dance*?: Additive Subtractive None

(Additive starts with you and we call couples *up* by year. Subtractive starts with everyone.)

Garter & Bouquet: Yes No Describe: _____

(Please use additional sheet to provide more detail, if necessary.)

Garter Removal Song: _____

Garter Toss Song: _____

Bouquet Toss Song: _____

Garter Application Song: _____

Dollar dance: YES NO With shots? YES NO With money? YES NO

Describe: _____

Will both of you dance, or just the bride? _____

Any desired last song(s) of the night? _____

Circle or cross out styles of music that you like or dislike, respectively:

Top 40 Pop Top 40 Rock Top 40 Hip-Hop Top 40 R&B Top 40 Rap Top 40 Country
Soft Jazz Smooth Jazz Lively Jazz Swing Standards Blues Soul
Top 40 Oldies: 40's 50's 60's 70's 80's 90's 00's Classic Rock: 50's 60's 70's 80's 90's 00's
Old School Motown Classic Country Reggae CCPop CCRock CCHH CCR&B
EDM/Club Techno Ska Other: _____

Officiant Name: _____

Photographer Name: _____

Videographer Name: _____

Wedding Planner, if applicable: _____

Wedding Colors: _____

Wedding Theme: _____

Are you interested in learning more about lighting or effects for your event? YES NO

Please feel free to elaborate: _____

(Male DJ) button-down shirt preference: ___ French Blue ___ Black ___ White ___ Any

Or please wear: ___ Tux, Black Tie ___ Tux, White Tie (upcharge for tux)

___ Dressy Casual (nice shirt/slacks) ___ Dress for outdoor conditions

Summer dressy casual: ___ Polo shirt ___ Hawaiian Shirt ___ Short Sleeve Button-down

___ Khaki's ___ Shorts ___ No preference; use our best judgement

Other: _____

On as many additional pages as needed, please provide:

• **All names of bridal party (with pairings), & pronunciations where needed.**

Please also include parents' and grandparents' names if any of them will also be walking in with the bridal party. (Grandparents first, do they can sit down first, THEN parents. Then bridal party. OR we can acknowledge some or all parents/grandparents at their table if that is easier (for a wide variety of potential reasons including sticky divorce or re-marriage situations, handicaps & inability to walk, etc.) However, a wheelchair is NOT cause to keep them out of the fun and wheelchairs, crutches, etc, are always welcome in the lineup (they actually often get the biggest applause!) 😊 .

Even if we will not be introducing them at all during this time, we will like to have their names just to be able to say hello to them by name, and already be prepared...and we especially need their names if we are announcing them and/or calling them up for the father-daughter, mother-son, and/or mother-daughter dances.

• **Lists of songs:**

1. Must-have songs that you definitely WANT to hear for dinner or dance time.
 - You may submit 6-8 choices each, for the dinner and dance portions of your day.
 - Or, if you prefer, you can simply submit 15-16 dance songs instead, and we'll handle dinner. Or you can simply write down your favorite styles, or 15-20 favorite artists you like, if that is easier for you.
 - Choose a wide variety of songs or styles/artists that adequately summarize your dance music tastes, and we will gladly take it from there!
2. Please let us know which songs, artists/bands, and/or styles that you DO NOT want to hear on your special day, for any reason...(songs you dislike, songs reminding you of past relationships; divorced parents' wedding songs, songs related to someone who just died that might make everyone get very upset*, and other sensitive issues, etc.)
3. Please indicate if there are songs that you allow IF they are requested by your guests (oldies, line dances, etc.) (See the group dance list in the song ideas file.)

**However, if a song will be welcome as a fitting memorial to someone, that is at your discretion; you know your family situation better than anyone else. We are happy to play a dedication for you and send it out to their memory, if you wish. These memorials work well at dinnertime, or mid-dinner, when everyone can hear it being announced /dedicated. Or, if the deceased had a special dance song that you want to play in their memory, and invite everyone up to dance to after dinner, that is fine as well! Your discretion.)*

NOTE: If a good song is *unspecified, but falls under your desired styles of music*, it is considered playable unless we are told *not* to play it. So if something is *definitely* a "do not play", *let us know!*

We will let the dance floor and the age/tastes of the guests be our guide, and we will read the crowd and play to them as the night unfolds. We share your goal of keeping everyone dancing!

• **Please provide complete "day-of" contact info**, including any additional addresses or phone numbers we may need, especially cell phone numbers we should have on the day of the event.

If you have any questions about this questionnaire, or having trouble filling any part of it out, please feel free to call us anytime at:

412-931-SONG (7664) or toll free: 1-888-PGH-RING (744-7464)
...to go over your questions by phone, or to set up an appointment.

When you have completed your questionnaire, please call us to set up an in-person consultation, or you may mail your questionnaire to:



KEYSTONE
ENTERTAINMENT

893 Crane Avenue • Pittsburgh, PA 15216

Phone: 412-931-7664 or 724-WEDDING

E-mail: keystoneentertainment@comcast.net

Thank you!